

Electronic Recording Frequently Asked Questions

When will documents involving property transfer be available for electronic recording?	Property transferred documents including deeds with sales disclosures are currently available through Simplifile.
How do I get started with eRecording?	<p>You can get started with eRecording by contacting one of our vendors below.</p> <p>Simplifile www.simplifile.com 800-460-5657</p> <p>Ingeo www.ingeo.com 855-200-1150</p> <p>ePN www.erecordingpartners.net 888-325-3365</p>
What are the software/hardware requirements for eRecording?	You only need a PC, an internet connection, and a scanner to begin eRecording
What additional fees are required for eRecording?	Costs can vary depending on a number of factors-volume, vendor, national agreements, etc. The Recorder's office encourages you to research this by contacting our vendors directly.
How do I pay for the fees associated with eRecording?	All recording and submission fees are paid via normal bank transfers (daily ACH). In other words no checks are needed.
What is the turnaround time for eRecording?	In most cases you will now receive your recording information back the same day. If for some reason the document you submitted did not meet the recording requirements then you will receive that information as well same day.
Is eRecording secure?	The Marion County Recorder's Office is confident in the vendors in which we have chosen to partner with. Each of our vendors has chosen the latest encryptions to ensure secure technology.
Since I don't get a paper document returned, what do I get back from the County Recorder?	Once your document is recorded, the image of that document containing full recording information is returned to you electronically via the vendor. You may then print the first page of the recorded document for you records, as you already have the original.
How will I be notified if a document is rejected (does not meet all recording requirements)?	Rejected documents are also returned to you electronically via the vendor. The reason for rejection is provided so that can easily correct it and

	resubmit. There are no charges for rejected documents.
If my client writes their check payable to the Recorder, how do I pay the vendor?	In efforts to accommodate eRecording you will need to begin having your clients make your checks payable to your company so that you can deposit the funds into your account for electronic transfer.
What are the most common errors with eRecording?	The same errors made with paper recording are seen with eRecording, however many of the common errors are eliminated by eRecording-incorrect fees, etc. In general the number of rejections is considerably reduced through eRecording.
What types of documents are currently available for eRecording?	Affidavit Amendments Assessment Lien Bond Assignment City Order To City Order to Release *Deeds Doing Business As Easements Mechanic Liens Mechanic Lien Release Miscellaneous Mortgage Power of Attorney Partial Release Release Satisfaction of Mortgage Subordination of Mortgage * Sheriff Deeds are currently not available for electronic recording.
I currently have an escrow account with the Records Office; will I be able to use my escrow recording account now that I am eRecording?	eRecording fees are paid directly to the vendor therefore; your Escrow account with the Recorder's Office will remain open for use in case a document has to be mailed in or personally walked through the process however will not serve as a method of payment for electronic recordings.
I originally electronically recorded a document, yet now it needs to be re-recorded. May I also send the document electronically to be re-recorded?	No, because the electronic stamp positioned in a specific area of all electronically recorded documents. By sending the re-record in electronically the recording information would not be legible. The document would need to be submitted by mail for the re-record.